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Dear Colleagues

As promised in my July “Dear Colleagues” column, I intend to keep the issue of quality performance first and foremost in our minds as we all work together to improve student outcomes. KYAE now has first quarter statewide performance data to report to you. Please see further details in “Statewide performance data” below. Also, remember to run your county performance reports on a regular basis to keep your eye on the performance of your program and see how your county is progressing compared to the state.

In looking at your AERIN data, you will see that your county’s GED target has been added. All county targets are posted on the [KYAE Web site](#). The 2007-08 statewide GED goal, as set by the Council on Postsecondary Education, is 10,631. This statewide goal will increase every year to achieve the 2020 goal of 15,000 GEDs. Please remember that, at this point, the county numbers are targets that each county needs to meet for Kentucky to accomplish its statewide goal. For now, KYAE has elected not to set county GED goals. Let’s strive to reach these targets because our students need and deserve the benefits of a GED, not because a goal has been set. Can we do it? I think so.

I hope that as you make decisions about the use of Student Success Funds announced on September 27 (also see information below), you will review your performance data and GED targets. These funds are to be used to acquire resources that foster quality instruction and create environments conducive to adult students leading to improved retention; therefore, spending decisions should be linked to your performance data and goals.

Finally, I want to say a very hearty and well deserved congratulations to the 70 KYAE programs that earned incentive funding based on meeting their 2006-07 enrollment goal and achieving at least 50 percent of their performance indicators. These counties will share nearly \$1 million in incentive funding, which is included in the 2007-08 contracts, and will receive an incentive banner being shipped this week. For a list of programs earning 2006-07 incentives and the amounts, please [click here](#).

All of us at KYAE thank all of you who have contributed to the success of your students and the resulting achievement for your programs, the KYAE system, and the Commonwealth of Kentucky.

Sincerely,



Sarah Hindman Hawker

CPE Interim President meets with Advisory Committee

Brad Cowgill, CPE Interim President, met with the KYAE Advisory Committee on September 28 to express his support for adult education and his gratitude for the work of adult educators.

"If it were possible for the people of Kentucky to speak in a single voice, they would say 'Thank you, thank you, thank you' for all the work you do for the adults and families of the Commonwealth," he said.

"For people who haven't experienced academic success and then decide in mid-life that the key to a better life, whether financial or for self-esteem, is a better education, you are there to provide the opportunity they need."

President Cowgill said he will be a forceful advocate for adult education because of its importance to the advancement of educational achievement in Kentucky.

"CPE has a goal for Kentucky to be equal to or greater than the nation in the number of residents with bachelor's degrees by 2020," he said. "Adult education is very much part of that goal. But I know that adult education is also a goal in and of itself, and that's very important to remember.

"We advance statewide objectives one human being at a time."

You can read about President Cowgill's background [online](#).

At the September meeting, KYAE welcomed new members – Jim Canipe, Rowan County; Joan Flanery, Boyd County; Veronica Gayle, Owen County; Pam Hatton, Boone County; Renae Harrison, Hardin County; Rodney Johnson, Russell County; Karen McLeod, Marshall County; Sandy Moore, Monroe County; and Peg Russell, Kenton County.

Members rotating off the committee were also recognized – Bill Bates, Kentucky Valley Education Cooperative; Patricia Craig, Butler County; Sarah Hornback, Larue County; Margenia Keeton, Cumberland County; JoEllen Mitchell, Pendleton County; Brenda Morris, Harlan County; Lisa Stethen, Carroll, Gallatin, Shelby and Trimble Counties; and Bill Teegarden, Lewis, Mason and Robertson Counties.

For more information about the Advisory Committee, including a full membership list, [click here](#).

Statewide performance data

KYAE is at the end of the first quarter of the year and it is a good time to check on how we are performing. Statewide, we are moving toward our NRS goals in learning levels from Beginning ABE Literacy to Advanced ESL. Beginning ABE and Low Intermediate ABE continue to be a challenge. These students are often our hardest to serve, but very much in need. As we use this year to experiment with retention and instructional techniques, performance in these areas should catch up. Our ESL students, from Beginning to Advanced, although lower in numbers, continue to need our special attention to be retained and to make learning gains. The number of GEDs awarded to students who identified GED as their goal upon entering a program is going well and we will surely meet that goal this year. The statewide NRS performance report can be found on the [Web site](#).

KYAE's state CPE goal of awarding a total of 10,631 GEDs in the current year will require our constant energy and attention to the variety of academic levels and learning styles students bring to their preparation for the test. The needs of persons taking the GED without attending an adult education center are difficult to address, but increased cooperation with test centers can increase referrals so we can help students prepare to succeed. The state goal for transitioning adult education students to postsecondary education is 24 percent.

Please use the new reporting capabilities on AERIN to run your own program's performance report and check on your center's progress toward national, state and local goals and GED target. How are you doing? What areas of student achievement need attention? What methods for raising student learning gains could you try?

We are making progress and hope that this year of experimentation and excellence will bring advancement every quarter for our students and for the KYAE system.

New Student Success Funds

As KYAE recently announced, a new supplemental allocation, Student Success Funds, has been established to support the [New Framework for Adult Education](#).

Student Success Funds are allocated to support non-recurring costs allowing programs to enhance quality instruction and student outcomes. Student Success Funds are to be used to acquire resources that foster quality instruction and create environments conducive to adult students leading to improved retention. Your county's Student Success Fund allocation is included in the 2007-08 contract.

Priority categories for using the funds and examples follow:

- **Teaching and Learning**
 - Instructional products (curriculum materials, software and other instructional resources)
 - Adaptive materials (overlays, visors, ear plugs, typoscopes, etc.)
 - Screening instruments
- **Technology and Equipment**
 - Student instructional technology (computers, laptops with Wi-Fi system)
 - Technology for instructors (laptops, thumb drives)
 - Smart boards, LCD projectors, webinar equipment

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- Scanners, copiers, printers, laminators and related supplies
- Electronic student attendance tracking technology (scan or bar code)
- DVD players, TVs, tape recorders, assistive learning technology (large screen, Braille readers)
- **Student Environment**
 - Enhancements to student instructional environment leading to improved recruitment and retention (instructional furniture, tables, chairs, etc.)
 - Signage (internal and external) assisting students to identify and locate services
- **Marketing**
 - Up to 5 percent of these funds may be used for advertising, marketing, and promotion of adult education services available at local centers.

Questions related to Student Success Funds should be directed to Reecie Stagnolia at (502) 573-5114, ext. 124, or Reecie.Stagnolia@ky.gov. Programs are asked to submit an initial budget outlining the use of Student Success Funds by **October 31**. The form can be accessed on [KYAE's Web site](#).

Please note that KYAE will no longer issue Development Funds.

New Teacher Institute taking applications

In early 2008, Kentucky Adult Education will sponsor a New Teacher Institute through the Adult Education Academy for Professional Development at Morehead State University. Because the newly developed institute will be field-tested with a limited number of instructors, participants will be selected through an application process. Applicants must complete an [application](#) and return it by **October 26**. Priority will be given to those who have:

- Been hired within 10 months prior to the institute,
- Completed Orientation to Reading and Writing Instruction (2006-2007) or Foundations of Reading and Writing Instruction (2007),
- Completed Orientation to Math Instruction (2006-2007) or Foundations of Math Instruction (2007),
- Completed Introduction to the TABE (2006-2007) or Introduction to TABE and Diagnostic Tools (2007).

In addition, participants must plan to come with a partner from the same program, who may be new or experienced, so that the two participants are able to reinforce each other's practice. Program directors must agree to support teachers as they return to the program ready to implement strategies they learn through the institute.

During the first two days, participants will:

- Be exposed to principles of adult learning.
- Observe modeling of and practice proven instructional strategies.
- Reflect on how strategies can be applied in *their* classrooms.
- Experience a cooperative learning exercise.
- Learn to plan for differentiated instruction.
- Explore noncommercial instructional materials.



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The institute will be held on January 17 and 18 in Elizabethtown with a follow-up session scheduled for April 24 and 25. Lodging and meals will be provided or reimbursed by the Adult Education Academy.

Instructors are Duane Lambert, adjunct professor and interim coordinator of Morehead State University's Master of Arts in Teaching Program, a former Kentucky Highly Skilled Educator, and experienced instructional coach; and Dr. Barbara Nielsen, adjunct professor at Bellarmine University, a former adult literacy supervisor, curriculum and instruction director, and experienced trainer of both adult educators and K-12 educators.

You may contact Connie Spencer-Ackerman at (606) 783-9377 or c.spencerack@moreheadstate.edu if you have questions.

Register now for the KAACE-KYAE Institute!

The KAACE-KYAE Institute, "Absolutely Engaged: From the Classroom to the Capitol," is scheduled for November 29 and 30 at the Galt House in Louisville. KYAE will pay the registration fee for KYAE-funded participants, who may earn two PDUs for attendance. You can register and find more information by [clicking here](#).

The Institute will feature national and state presenters offering workshops on reading, math, study skills and civic engagement; a panel discussion with key state legislators and policy makers; sessions on local, state and national civic engagement; and KAACE officer elections.

KAACE will award scholarships for adult educators and students. Adult educators must be KAACE members to be considered.

Literacy conference scheduled

The 2007 Community Literacy Conference, sponsored by The Carnegie Center for Literacy and Learning in Lexington, is scheduled for 9 a.m.-4 p.m. October 30. Speakers include Mark David Milliron from the University of Texas at Austin and Ron Crouch of the Kentucky State Data Center.

Registration is \$25. KYAE PD funds may be used. KYAE participants may earn one PDU for attendance. To register or find more information, call (859) 254-4175 or [click here](#).

KYAE Web site recognized with national award

KYAE's [Web site](#) won the 2007 "Website Excellence Gold Award" presented by the National Adult Education Professional Development Consortium ([NAEPDC](#)) at its national conference in September.

Congratulations to KYAE staff members Melissa Wireman and Toni Quire for their great work in building and maintaining a user-friendly, award-winning Web site and demonstrating once again that Kentucky is an adult education leader.

Adult education Web sites were judged by a panel of Web developers familiar with adult education. Panelists examined layout and design (25 points), functionality (25 points) and content (50 points). Judges commented on the kyae.ky.gov's appealing layout and design, ease of navigation, good functionality, clear and concise organization and quick access to key information related to services, policy and professional development.

Eligibility policy revision

To lessen the burden on students, KYAE has modified the requirements for proof of withdrawal from school for students age 16-18. The modification allows the student to provide proof of withdrawal or proof that the student did not re-enroll in high school. Full details are in the [KYAE Policy and Procedure Manual](#).

FAQs

KYAE recently received the following questions from providers. Please remember to read the Frequently Asked Questions available on the KYAE [Web site](#). The FAQs have been recently updated with lots of new information. Click on Educators and then Frequently Asked Questions. If you have issues you'd like to have considered for inclusion in the FAQs, e-mail Janet.Hoover@ky.gov.

Q: Can instructional funds be used for lesson planning?

A: Yes. To provide quality instruction, it's appropriate for instructors to be allowed reasonable planning time consistent with instructional duties and numbers of students.

Q: What do I do with old/surplus computers purchased with KYAE funds?

A: Contact your county's regional program support associate to let them know the computer item(s) is ready for surplus, and they will arrange to have the equipment transported to the KYAE offices for cleaning. State requirements stipulate that all state-purchased computers be "cleaned" under specific standards and conditions to permanently remove all data.

Q: What new content has been added to PLATO?

A: PLATO has created new content for math, science and writing that is available to KYAE instructors and students. The old math curriculum has been replaced by Foundational Math. It focuses on numbers and operations, including fractions, decimals and some geometry and measurement. New science content includes upgrades to biology and chemistry as well as earth, space and physical science. The PLATO writing path incorporates new material on the use of graphic organizers, formulating research questions and providing effective peer reviews. The new content is also more interactive, includes better graphics and is more engaging for students.

Q: What new content has been added to WIN?

A: WIN has added Contexted Modules to the program. The contexted modules provide extra practice questions linked to specific career fields, such as education, manufacturing and biotechnology. Additional questions have been written to prepare students for all areas of WorkKeys testing: Applied Math, Reading for Information and Locating Information. The WIN upgrade requires use of the Authorware 2004 Player, which is available by downloading the plug-ins.

New Framework resources – project-based learning

As part of a continuing series of resources and information in support of the [New Framework for Adult Education](#), the following tips on project-based learning were compiled by Gayle Box, KYAE curriculum and instruction associate.

Project-based learning, a teaching tool often used with English as a second language classes, may be successfully used with adult education students. It's a comprehensive instructional approach that integrates learning and everyday life experiences. It builds on the principle that the "need to know" about a topic drives the development of language and literacy skills, and the desire to tell others engages students to a much greater extent than does conventional class work. Ideas for the most successful project-based activities arise through discussions with students and address their needs or interests. Here are some examples:

- Track weather from the newspaper and/or online weather sites for 30 days, choosing a northern and a southern city in the United States and a city in another country. Create an Excel chart comparing the weather of the three cities. Research each city on the Web and organize findings to create a travel brochure to attract people from two of the cities to visit the third city.
- Create a booklet and give oral presentations on subjects of interest, such as recipes or home repairs.
- Research products and develop advertising ideas. Write a script for a commercial, act it out and tape the commercial
- Have inmates write a collection of letters, essays and poems giving advice to others to prevent them from heading down the path to incarceration.

The possibilities are endless, and the projects incorporate a variety of learning styles. Give project-based learning a try!

New Framework resources -- LitNotes

The Kentucky Institute for Family Literacy (KIFL) has begun producing a monthly tipsheet chock full of ideas and resources specifically for adult educators working in family literacy.

The first issue of [LitNotes](#) provides literacy-focused lesson ideas for parenting activities, including tips on linking activities to KDE grade reading standards; reviews of books for new readers; information on reading research; and much, much more. This is a robust resource for your family literacy staff.

Correction

In the September 2007 issue of *News to Use*, we incorrectly listed Bill Bates' employer. Bill is the adult education program director for the Kentucky Valley Educational Cooperative, which oversees adult education in eight Eastern Kentucky Counties. We apologize, Bill!

GED news

Following are important GED updates. If you have questions or need more information, please contact Dr. B.J. Helton, KYAE senior associate and GED administrator, at BJ.Helton@ky.gov or (502) 573-5114, ext. 102.

GED registration tip

To test for the GED, students must present government-issued photo identification. Please make sure that students are aware of this requirement and actually have a photo identification when they register on GED123.org. Students who show up to test without the appropriate identification will not be allowed to test, thus taking a slot that could have been reserved by someone else.

GED scores

The GED Testing Service (GEDTS) has issued a caution on explaining test scores to students. To earn a GED, an examinee must score an average of 450 or greater on the five individual subject areas and 410 or greater on each individual test. GEDTS discourages using the word “pass” in relationship to individual test scores. For example, instead of stating that a student has “passed” the math section, say that the student made the “minimum score.”

New GED test slated for 2011

The target date for a new version of the GED Tests is January 1, 2011. Here’s an update on the progress being made toward that date:

- GEDTS has completed a study to determine the feasibility and capability of computer-based testing. Although a final decision has not been made, it appears that computer-based testing (form not yet defined) will be available in 2011. A paper version may remain for certain populations and geographic areas.
- Test scores prior to 2011 will not count toward the new test. Test scores will remain in the same range, 200-800, although the passing standard may change.
- The new test will have one math booklet and a new calculator, the Casio Scientific model fx-300ES.
- As further information is released, KYAE will plan professional development to prepare for the changes.

Nominate an exemplary teacher

Nominations are now being accepted for the Toyota Family Literacy Teacher of the Year Award, which recognized individual contributions to improving literacy for youth and adults. The nomination deadline is December 5. Visit www.famlit.org/ToyotaTeacher for nomination guidelines.

KET provides important learning alternative

As announced earlier this year, KYAE and KET partnered to provide adult educators with a new student resource. The partnership allows a student to be enrolled at a KYAE adult education center and receive KET’s GED Connection study materials. After completing enrollment and assessment at an adult education center, students who may have transportation, childcare or other attendance

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barriers or simply want study materials to take home, may elect to register for the KET program. In doing so, the student would remain an adult education center student.

To register, the student pays a \$40 fee to KET. The student then receives GED Connection or Fast Track workbooks as determined by the adult educator. KET will also send a GED test voucher to the adult education center to be retained in the student's folder until the student passes the OPT. Full information about the process and the registration form are available on the KYAE [Forms page](#).

If you have questions, please contact Sharon Jackson of KET at (800) 538-4433 or s.jackson@morehead-st.edu.

Reflections on Reform

In honor of the 10th anniversary of postsecondary education reform, the Council on Postsecondary Education has produced a video detailing the history of reform as well as goals for the future. Watch the video by [clicking here](#).

Save thousands on student loans

Many Kentuckians have saved thousands of dollars repaying their student loans by taking advantage of borrower benefits offered by The Student Loan People, the state's only public, nonprofit student loan provider.

Borrowers of BestStart Stafford Loans save by paying no origination or default fees when they receive their loan funds. They may also save when repaying their loans. If they make their first 30 payments on time, they may qualify for a 3.5 percent credit to the original principal. They may also qualify for a 0.25 percent interest rate reduction for having payments automatically deducted from a bank account.

Nurses, educators and public service attorneys who work in Kentucky may qualify for interest forgiveness each year. They may also qualify for up to \$10,000 per year in principal forgiveness if they work in certain critical-need areas.

For more information about student loans and these savings, visit www.studentloanpeople.com; write The Student Loan People, P.O. Box 24328, Louisville, KY 40224-0328; or call (888) 678-4625. To learn how to plan and prepare for higher education, visit www.GoHigherKy.org. For more information about Kentucky scholarships and grants, visit www.kheaa.com; write KHEAA, P.O. Box 798, Frankfort, KY 40602-0798; or call (800) 928-8926, extension 7381.